

Minutes of the  
Interagency Steering Committee  
January 30, 2006

- CALL TO ORDER: John Anderson called the meeting to order at 3:30 p.m., on Monday, January 30, 2006, in the ICOE Board Room, El Centro, California
- ROLL CALL: Present: John D. Anderson, Bruce Coon, Sam Couchman, Mark Gilmore, Jerry Godsey, Mike Kelley, Paula Huntington (for Mike Horn), Rosa Lopez (for Robertta Burns), Jim Semmes, Dr. Stephen Roeder, .
- Absent: Rita Brogan, Robertta Burns, Mary Camacho, Harold Carter, Ralph Cordova, Jr., Judge Barrett Foerster, Robin Hodgkin, Mike Horn, Norma Jauregui, Gilbert G. Otero, Paul Pai, Warren Sherlock, and Chris Yeager
- Others in Attendance: Vivian Perez, Alicia Ruvalcaba, Janet Thornburg and Theresa Bonillas
- APPROVAL OF MINUTES: Motion by Jim Semmes, second by Stephen Roeder to approve the minutes of October 31, 2005. Motion carried unanimously.
- UNDERAGE DRINKING PREVENTION: Janet Thornburg gave a brief power point presentation regarding the Introduction of Underage Drinking Prevention: National Town Halls and Reach Out Now National Teach-In. Janet stated the Town Hall meeting will take place nationally on March 28, 2006. The focus of the program is to increase awareness regarding the problem of underage drinking with a two-part program a Town Hall Meeting and a Teach-In which will take place April 3 – April 7. In Imperial County the four communities involved are: Brawley, Calipatria, Holtville and Calexico. The program will provide one \$1,000 stipend, a lesson plan for the Teach-In, technical assistance and a Town Hall Planning Kit.
- The Town Hall meetings should include representatives from education, substance abuse prevention, health entities, justice/law enforcement, local government and local businesses.
- The Teach-In will address students in the 5<sup>th</sup> and 6<sup>th</sup> grades in the four communities involved. Janet asked for volunteers to conduct the Teach-In. One of the requirements of the program can be met by using Prevention Specialist from the Student Well-Being and Family Resource Centers Program, but will need participation

from the community. Janet stated that SWB will commit to doing part of the program but community leaders will be needed to teach at the Teach-In.

John Anderson stated ISC should commit to doing the program and asked that the agencies designate someone from their departments that can assist with teaching at the Teach-In. Mike Kelley volunteered the support of Probation Officers. Mark Gilmore volunteered to teach a class for an hour or so depending on his being in town and with the materials provided in advance.

**STATUS OF FRC'S:**

Janet Thornburg reviewed a spread sheet on the status of the FRC's giving specific attention to Column D – Standardized Forms and Teams, existing MOUs, data collection. Janet reminded the Committee that ISC had adopted basic operating procedures and standard policies for the operation of the FRCs. She asked the Committee if it was necessary to get more uniformity, she did state that she was conducting FRC Coordinator monthly meetings and meeting quarterly with the FRC Supervisors.

Janet also reported that there are currently two multi-disciplinary teams in placed (El Centro FRC and Brawley). Their purpose is to identify members who will serve on teams for case-managed families/children. She asked that agencies designate representatives to serve on the teams.

Janet will work on draft MOU between ISC and the FRCs and bring back to the Committee at their next FRC Coordinator's meeting. Jim Semmes suggested that FRC Coordinators be reminded that response to ISC requests for information and attendance at monthly coordinators is required to continue to receive staff support from ISC agencies.

**SAN PASQUAL-  
FRC MULTI-  
DISCIPLINARY TEAM,  
REQUEST FOR  
AGENCY DESIGNATION  
OF TEAM MEMBERS,  
REQUEST TO PROCEED**

Janet Thornburg/Alicia Rubalcaba reported that the FRCs have a team formation process and a procedure for how information will be shared by teams who manage children cases.

Janet asked for representatives to the teams. Probation gave her the name of Iran Martinez. Department of Social Services will needs to assign someone and give Alicia the name. (Ramon Gamboa)

**TO BOARD FOR  
AUTHORIZATION:**

**SIGNATURE**

Motion by Mark Gilmore, second by Mike Kelley to approve to proceed to the County Board of Supervisors for their signature approving the team. The motion was amended to state that the

Board approve specific teams and approve giving department heads the authority to sign off on MOUs. Motion carried unanimously.

LCC & ISC REPORT:

Bruce Coon reported LCC has held three meetings since the last ISC meeting. He introduced Vivian Perez, Director of the local Lung Association, as the Co-Chair of the LCC. He gave a brief summary of what was discussed at each of the meetings:

November 10 – March of Dimes presented Teen to Teens; a presentation from Denise Cabanilla regarding the Groundhog Job Shadow program and a discussion on the San Pasqual FRC.

December 8 – Presentation on Preschool for All; Red Ribbon Poster Contest; discussion of San Pasqual FRC and the Interagency Youth Conference.

January 12 – Status report on the Mentoring Children of Promise program; introduction of the Drug Testing Program; Mental Health Services Community Report; Youth Services resource map.

Janet Thornburg reported that the County Board of Supervisors has not adopted the Social Host Ordinance. Motion by Mike Kelley, second by Jerry Godsey that ISC proceed by requesting the cities to present the Social Host Ordinance to their councils for approval. Motion carried unanimously.

It was suggested that the IV Press be notified when the City of Imperial adopts the Social Host Ordinance for a story in the newspaper.

Janet will write a letter to the District Attorney's office asking what needs to be done to the Social Host Ordinance so that it can be approved by the Board of Supervisors. She will also invite someone from the District Attorney's office to come to an ISC meeting.

Janet also reported that Evelyn Copeland from the Drug Free Community Grant will visit Imperial County.

OTHER:

Member Announcements

Janet Thornburg reported that the ISC Agency News webpage is up and running. Behavioral Health has a listing of their services; a schedule of community forums and their radio schedule are also included.

She reported that the webpage is available to ISC and LCC information. Jim Semmes stated he will add the D.S.S. annual report to the webpage.

**ON-GOING FUNDING:** Mike Kelley reported that McCabe School District has submitted a grant to get a probation officer for five years on their campus. He asked Amanda Brooke, Superintendent, to speak with Rita Brogan.

**FUTURE ITEMS:** John Anderson will give a brief presentation on the Preschool For All program.

**NEXT MEETING:** The next meeting will be held Monday, February 27, 2006

**ADJOURNMENT:** There being no further business to bring before the Committee the meeting adjourned at 4:44 p.m.